

1. The first step is to identify the problem or question that needs to be answered. This involves understanding the context and the specific requirements of the task.

2. Next, gather relevant information and data. This may involve research, consultation with experts, or collecting data from various sources.

3. Once the information is gathered, analyze it to identify patterns, trends, and potential solutions. This step often involves critical thinking and problem-solving skills.

4. After analysis, develop a plan or strategy to address the problem. This plan should outline the steps to be taken and the resources needed.

5. Implement the plan and monitor progress. This involves putting the strategy into action and regularly checking on the results to ensure they are on track.

6. Finally, evaluate the outcome and make adjustments as needed. This step involves reflecting on what worked well and what could be improved for future tasks.

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Total Claims Allowed: